



NATIONAL AGRIFOOD BIOTECHNOLOGY INSTITUTE (NABI)
(Dept. of Biotechnology, Ministry of Science & Technology, Govt. of India)
C-127, Industrial Area, Phase VIII, S.A.S. Nagar, Mohali-160 071.(Pb)
Website: www.nabi.res.in Tel: 0172-2290145; Fax: 0172-4604888

Engagement of Consultants/Senior Consultants
(Infrastructure development and planning)
(ADVT. No. NABI/4(10)/2010-Adhoc)

Scope of work:

1. To gather, enrich, frame and finalize technical requirements for designing and development of NABI and BPU campuses.(Three months)
2. To co-ordinate amongst scientists, administration, architects, advisors, PMC and contractors as per guidelines of the Building Committee, and develop milestones for the planned and ongoing works (six months)
3. To co-ordinate amongst various stake-holders to harmonise milestone-bound progress of various activities from land preparation to the development of research laboratories, processing plants and residential campus (Six months to three years).
4. Prepare and collate quality documents related to infrastructure development and maintenance, research planning, monitoring and evaluation; reporting and approvals. (one to two years)
5. Image building of the Institute (two years)

Terms of Reference

1. Prepare a three years action plan for establishment of the campus for NABI and BPU.
2. To ensure execution of the work plan as per governmental and institutional guidelines and submit reports to ED, NABI every six months, while reporting to him on day to day basis.
3. To work at NABI on full time basis as per duties assigned, institutional expectations and governmental norms.
4. The appointment will be purely on contractual terms, initially for a period of two years.
5. For severance of relationship by either of the parties, a one months' notice shall be required to be served by the party opting to sever the relationship.

Eligibility

- I. At least ten years of experience of managing and building institutes at a senior level of management involving planning and construction of campus for scientific research and training, co-ordination among scientists, governmental

functionaries and contractors for execution of works, excellent understanding of infrastructure development with R&D vision and planning in biological sciences, understanding of how infrastructure and planning of a scientific research institute can facilitate interactions with industry and knowledge management in biological sciences.

- II. Should have reached the salary level equivalent to PB-4 at GP-Rs.10000 or higher in governmental or non-governmental sector.
- III. Age group to be 55 to 65 years.

Emoluments

Consolidated package of Rs.40,000 to Rs.1,00,000 per month plus perks (medical, telephone, transport) depending upon merit, experience and government guidelines. Initial appointment is for a period of two years.

Selection Procedure

Applicants will be shortlisted on the basis of details provided along with the Expression of Interest. They will be invited for personal discussion with a high level committee, to make an assessment of suitability for steering the responsibility involved in the assignment.

CV may be submitted as per the following proforma. Soft copy of CV can also be mailed to consul.infra@nabi.res.in.

Last Date for submission of Application

LAST DATE FOR SUBMISSION OF DETAILED CV IS SEPTEMBER 12, 2011.



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FORM OF APPLICATION FOR CONSULTANT/SR. CONSULTANT

1. Name in full (IN BLOCK LETTERS)
2. Date of Birth (DD/MM/YYYY).....Place of Birth.....
 Age as on 30th August, 2011:yy.....mm.....dd
3. Postal Address.....

PIN CODE.....
 Phone No:(with STD code).....Mobile No.....
 E-mail ID.....

Affix your recent
coloured passport
size photograph

4. Educational/ Professional Qualifications:

Exam. Passed	Division/ Grade & % age of marks	Year of Passing	Board/University	Major Subject(s)

5. Details of employment (in chronological order):-

Organization	Post Held	Scale of pay and last pay drawn	Exact dates to be given		Total period (in years)
			From	To	

6. Nature and level of responsibilities handled in your last three positions

7. Any additional qualification such as membership of professional societies, important committees,; awards and honours etc.....

8. List of Papers/Patents/Books/Monographs, etc.

9. List three important assignments including international ones, if any, handled by you, which have a similarity with the position applied for; and your precise role in execution of those.

10. Remuneration expected.

11. A brief write up (500 words or so) on your ability to handle this assignment and the approach proposed, etc. (Please attach a separate sheet).

12. List of enclosures

DECLARATION BY THE CANDIDATE

I, _____, hereby declare that the statements made in the application are true, complete and correct to the best of my knowledge and belief and in the event of any of the information being found false or incorrect or any ineligibility being detected before or after the selection, my candidature is liable to be cancelled and action may be initiated against me.

Place:

Candidate's signature_____

Date:

Full name_____